

# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
Start Time	Finish Time		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Correction  
Call for Shipping Information  
United States

**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Event Description

This event is a bid for a two year contract for Live Scan Hand Scanners for agency: Department of Correction

Specifications and terms & conditions are attached.

Agency Contact: Matt Brimm  
Matt.brimm@tn.gov  
615-741-3044

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to  
[https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST)  
Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: [https://sso.edison.tn.gov/oaam\\_server/oaamLoginPage.jsp](https://sso.edison.tn.gov/oaam_server/oaamLoginPage.jsp)  
(Maintain supplier information)

Central Procurement Office Website:  
<http://www.tn.gov/generalservices/section/central-procurement-office>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

## General Questions

Question	UOM	Best	Worst	Response
I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid. IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.		Yes		<input type="text"/>

Required: Yes Mandatory Response:Yes

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
Start Time	Finish Time		
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### Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

In preparing bid(s), All bidders shall comply with the requirements of T.C.A. Section 62-6-119 in Providing the specified information within the sealed bids. Any bid not in strict compliance with the requirements of T.C.A. section 62-6-119 shall be rejected.

Bids Over \$25,000.01 Requiring a Contractor's License

Bidder shall enter the following information:

List your Company's Tennessee State Contractor License Number

List the License Classification(s) Applicable to Bid

List the License Expiration Date

Bidder shall enter the following information regarding the subcontractor, if applicable:

List the Subcontractor's Tennessee State Contractor License Number

List the License Classification(s) Applicable to Bid

List the License Expiration Date

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

**Tennessee Contractor License Information (Bids Over \$25,000.01 Requiring a Contractor's License)**  
In preparing bids(s), all bidders shall comply with the requirements of T.C.A. Section 62-6-119 in providing the specified information within the Invitation to Bid. Any bid not in strict compliance with the requirements of T.C.A. Section 62-6-119 shall be rejected. Note: Submit additional subcontractor's information as an attachment to the bid.

# Event Details (cont.)

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Question	UOM	Best	Worst	Response
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All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please be sure to include the following information:

List the Service Organization:  
List the Service Organizations Address:  
List the Area(s) in TN that the Service Organization will Service:  
List the Service Organizations Phone Number:  
List the Service Organizations Toll Free Number:  
List the Service Organizations Pager or Cell Phone:  
List the Service Organizations Fax Number:  
List the Service Organizations Email Address:  
List the Service Organizations Website:

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Service Organization

All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary)

### Service Experience, Time in Business, Contracts

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

### Comparable Contract

List Name/Address of Comparable Contract

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
Start Time	Finish Time		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

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**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
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### Response Comments

Associated Terms:

#### **Service Experience, Time in Business - Contracts**

A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested. A bidder must furnish satisfactory evidence of successful completion of comparable contracts for at least three customers within the past two years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable contracts in the space provided below.

Failure to provide at least three comparable contract references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

Technical Assistance

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

List the Name of the Technician/Service Representative

List the Technician/Service Representative Address

List the Technician/Service Representative Phone Number

List the Technician/Service Representative Toll Free Phone Number

List the Technician/Service Representative Pager or Cell Number

List the Technician/Service Representative Email Address

List the Technician/Service Representative Website

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

#### **Technical Assistance**

The vendor/contractor will furnish telephone technical assistance for the type of equipment or services requested within the time frame listed in the attached specifications following and without additional cost to the state.

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
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12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

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Call for Shipping Information  
United States

**Contact:** Matt Brimm  
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**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

Please list the following for all licenses and permits required by federal and state law.

List the Type of License  
List the Name on the License  
List the License Number  
List the Expiration Date

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Licenses (Listings):

A bidder must have all licenses and permits required by federal, state and local laws for performance of this contract. List the date and description of each in the space provided below.

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	6
Event Round	Version		
1	1		
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4 Live Scan Hand Scanners			
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12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

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**Submit To:** Correction  
Call for Shipping Information  
United States

**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

Question	UOM	Best	Worst	Response
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The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name  
List the Sub-Contractor's Address  
List the Sub-Contractor's Contact Person  
List the Sub-Contractor's Phone Number

No

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Subcontracting

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Yes

Required: Yes Mandatory ResponseYes

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

<b>Event ID</b>	<b>Format</b>	<b>Type</b>	<b>Page</b>
32901-0000009782	Sell	RFx	7
<b>Event Round</b>	<b>Version</b>		
1	1		
<b>Event Name</b>			
4 Live Scan Hand Scanners			
<b>Start Time</b>	<b>Finish Time</b>		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

**Bidder:** PUBLIC EVENT DETAILS

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United States

**Contact:** Matt Brimm  
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### Response Comments

Question	UOM	Best	Worst	Response
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A link to the Central Procurement Office's surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No Mandatory ResponseNo

### Response Comments

Service Experience, Time in Business, Jobs

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three comparable jobs on-going or completed within the last two (2) years.

Comparable Job

List Name/Address of Comparable Job

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

#### **Service Experience, Time in Business, Jobs**

A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested. A bidder must furnish satisfactory evidence of successful completion of comparable jobs for at least three customers within the past two years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
Start Time	Finish Time		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Correction  
Call for Shipping Information  
United States

**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable jobs in the space provided below.

Failure to provide at least three comparable job references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

The bidder shall indicate their standard warranty period

List the Standard Warranty Period

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms: **Warranty Period**  
Bidder shall indicate their standard warranty period

How many days after receipt of purchase order will it take you to deliver this item?

0

Required: Yes Mandatory ResponseNo

### Response Comments

What is the Model you are Bidding?

What is the Brand you are Bidding?

What is the vendor item ID?

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms: **Necessary Information**  
Enter the following for each item in the spaces provided:  
Manufacturer  
Model  
Unit Price



# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
4 Live Scan Hand Scanners			
Start Time	Finish Time		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Correction  
Call for Shipping Information  
United States

**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

Question	UOM	Best	Worst	Response
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List the Return Goods Policy:

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Return Goods Policy

All costs associated with the return of goods for repair and/or replacement under warranty shall be done at the expense of the vendor/ contractor, unless otherwise specified. The bidder shall indicate below their standard return goods policy.

Iran Divestment Act. By submission of this response, each respondent and each person signing on behalf of any bidder certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Yes

Required: Yes Mandatory ResponseYes

### Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

<b>Event ID</b>	<b>Format</b>	<b>Type</b>	<b>Page</b>
32901-0000009782	Sell	RFx	10
<b>Event Round</b>	<b>Version</b>		
1	1		
<b>Event Name</b>			
4 Live Scan Hand Scanners			
<b>Start Time</b>	<b>Finish Time</b>		
12/22/2016 10:00:00 CST	01/12/2017 14:00:00 CST		

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United States

**Contact:** Matt Brimm  
**Phone:** 615/741-3044  
**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Line Details

**Line:** 1 **Item ID:** 1000166030 **Line Qty:** 4.00 **UOM:** Each  
**Required:** Yes **Reserve Price:** No

**Bid Qty:** 4

**Description:** Scanner, Fingerprint ID, Portable

**Comments:**

- One each Livescan will be delivered and installed at the following locations:

32 West E.H. Crump Blvd.  
Memphis, TN 38106

2584 Overton Crossing  
Memphis, TN 38127

3973 Knight Arnold Road  
Memphis, TN 38118

12515 Highway 64  
Somerville, TN 38068

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

**Required:** Yes **Mandatory Response:** No

**Response Comments**

**Line:** 2 **Item ID:** **Line Qty:** 4.00 **UOM:** Each  
**Required:** Yes **Reserve Price:** No

**Bid Qty:** 4

**Description:** YEAR TWO SUPPORT/WARRANTY 24/7 TELEPHONE SUPPORT, REMOTE DIAGNOSTICS AND UPDATES for equipment listed line on one

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

**Required:** Yes **Mandatory Response:** No

**Response Comments**

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

<b>Event ID</b>	<b>Format</b>	<b>Type</b>	<b>Page</b>
32901-0000009782	Sell	RFx	11
<b>Event Round</b>	<b>Version</b>		
1	1		
<b>Event Name</b>			
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**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Line:** 3    **Item ID:**    **Line Qty:** 4.00    **UOM:** Each  
**Required:** Yes    **Reserve Price:** No

**Bid Qty:**

**Description:** 8 HOUR TRAINING CLASS ON SOFTWARE AND HARDWARE for TDOC staff at all 4 delivery sites

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes    Mandatory Response: No

**Response Comments**

## Event Details (cont.)

### PeopleSoft Strategic Sourcing

<b>Event ID</b>	<b>Format</b>	<b>Type</b>	<b>Page</b>
32901-0000009782	Sell	RFx	12
<b>Event Round</b>	<b>Version</b>		
1	1		
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**Email:** matt.brimm@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

### Bidder Information

<b>Firm Name:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Phone #:</b>	<b>Fax #:</b>	
<b>Street Address:</b>		
<b>City &amp; State:</b>	<b>Zip Code:</b>	
<b>Email:</b>		

# Event Details (cont.)

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Event ID	Format	Type	Page
32901-0000009782	Sell	RFx	13
Event Round	Version		
1	1		
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4 Live Scan Hand Scanners			
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## Appendix A - Line Specifications

**Line:** 1 **Item ID:** 1000166030 **Line Qty:** 4 **UOM:** Each  
**Description:** Scanner, Fingerprint ID, Portable

### Item Specifications

<b>Manufacturer:</b>		<b>Item Height:</b>	0
<b>Mfg Item ID:</b>		<b>Dimension UOM:</b>	
<b>Item Length:</b>	0	<b>Volume UOM:</b>	
<b>Item Width:</b>	0	<b>Weight UOM:</b>	
<b>Item Volume:</b>	0	<b>Item Color:</b>	
<b>Item Weight:</b>	0		
<b>Item Size:</b>			

### Shipping Information

<b>Schedule:</b>	1	<b>Ship To:</b>	MEMPHIS-PROB & PAROLES
<b>Quantity:</b>	4		32 WEST E H CRUMP BLVD
<b>Due Date:</b>	12/04/2016		MEMPHIS TN 38106
<b>Freight Terms:</b>			United States
<b>Ship Via:</b>	Best Option Available		

**Line:** 2 **Item ID:** **Line Qty:** 4 **UOM:** Each  
**Description:** YEAR TWO SUPPORT/WARRANTY 24/7 TELEPHONE SUPPORT, REMOTE DIAGNOSTICS AND UPDATES for equipment listed line on one

### Item Specifications

<b>Manufacturer:</b>		<b>Item Height:</b>	0
<b>Mfg Item ID:</b>		<b>Dimension UOM:</b>	
<b>Item Length:</b>	0	<b>Volume UOM:</b>	
<b>Item Width:</b>	0	<b>Weight UOM:</b>	
<b>Item Volume:</b>	0	<b>Item Color:</b>	
<b>Item Weight:</b>	0		
<b>Item Size:</b>			

### Shipping Information

<b>Schedule:</b>	1	<b>Ship To:</b>	MEMPHIS-PROB & PAROLES
<b>Quantity:</b>	4		32 WEST E H CRUMP BLVD
<b>Due Date:</b>	12/04/2016		MEMPHIS TN 38106
<b>Freight Terms:</b>			United States
<b>Ship Via:</b>	Best Option Available		

**Line:** 3 **Item ID:** **Line Qty:** 4 **UOM:** Each  
**Description:** 8 HOUR TRAINING CLASS ON SOFTWARE AND HARDWARE for TDOC staff at all 4 delivery sites

# Event Details (cont.)

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32901-0000009782	Sell	RFx	14
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1	1		
<b>Event Name</b>			
4 Live Scan Hand Scanners			
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**Event Currency:** US Dollar  
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### Item Specifications

<b>Manufacturer:</b>		<b>Item Height:</b>	0
<b>Mfg Item ID:</b>		<b>Dimension UOM:</b>	
<b>Item Length:</b>	0	<b>Volume UOM:</b>	
<b>Item Width:</b>	0	<b>Weight UOM:</b>	
<b>Item Volume:</b>	0	<b>Item Color:</b>	
<b>Item Weight:</b>	0		
<b>Item Size:</b>			

### Shipping Information

<b>Schedule:</b>	1	<b>Ship To:</b>	MEMPHIS-PROB & PAROLES
<b>Quantity:</b>	4		32 WEST E H CRUMP BLVD
<b>Due Date:</b>	12/04/2016		MEMPHIS TN 38106
<b>Freight Terms:</b>			United States
<b>Ship Via:</b>	Best Option Available		

# Event Details (cont.)

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32901-0000009782	Sell	RFx	15
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4 Live Scan Hand Scanners			
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**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Appendix B - Terms & Conditions

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1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal. If the information will be submitted in writing please mail to the following address: Department of Finance and Administration 312 Rosa L. Parks Ave. 21st Floor Tennessee Tower ATTN: Supplier Maintenance Nashville, TN 37243
3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016